

Recruitment Call – Examinations Committee

The College of Physiotherapists of Ontario is the regulatory body for the province's over 12,000 physiotherapists in the public interest. As a part of its regulatory mandate, the College registers qualified individuals to practice the profession, ensures they remain competent to practice throughout their careers, and investigates concerns about physiotherapists' practice when necessary.

One of the requirements for licensure as a physiotherapist is to pass a clinical exam. The College has established the Ontario Clinical Exam (OCE), which uses a structured behaviour-based interview tool. The College is looking for an individual to serve on the Examinations Committee. The role of the Committee is to provide oversight of the development, administration, and implementation of the OCE.

Open position on the Examinations Committee:

- One (1) physiotherapist with an Independent Practice Certificate in Ontario who has current experience with supervising or mentoring entry-level practitioners (for example, final year PT students, PT Residents, etc.)

Role of the Examinations Committee:

The specific duties of the Committee include but are not limited to:

- Monitor the status of exam development, administration and implementation.
- Review and approve changes to the Examination Blueprint (including exam structure and timing) with appropriate advice from psychometricians and other experts.
- Monitor the status of item and exam form generation and the item bank.
- Establish and review the cut score with appropriate advice from psychometricians and other experts.
- Ensure the reliability and validity of the Exam in an ongoing way.
- Consider current literature on standards of competency assessment, examinations and testing and make recommendations if appropriate.
- Consider and approve Exam policies as needed.
- To advise and/or make recommendations to Council on substantive issues relating to exam development, administration and implementation.
- Serve as the appeal body in cases where a candidate is dissatisfied with the outcome of the Exam Review in accordance with the Appeal Policy.

Additional Qualifications and Expectations for Committee Members

To be considered for this role, candidates must:

- Meet the eligibility criteria for Committee members as defined in sections 3.1(9) of the College's [By-laws](#)
- Understand the College's role, the concept of self-regulation and what it means to act in the public interest
- Be able to communicate effectively and be able to effectively interpret information
- Be able to participate in a collaborative decision-making structure
- Be able to commit the necessary time to prepare for and participate in meetings
- **NOT** currently be or have been in the past a professional member of the Board for the College of Physiotherapists of Ontario, a voting Board member of the OPA / CPA, or a Board member of the Canadian Alliance of Physiotherapy Regulators
- **NOT** have any actual or perceived conflicts of interest
- **NOT** act as a College Examiner, Assessor or Coach while they serve on the committee.
- **NOT** have Professional Conduct history with the College where the outcome was:
 - Caution
 - Undertaking
 - Specified Continuing Education and Remediation Program (SCERP)
 - Referral to the Discipline Committee
 - Referral to the Fitness to Practise Committee
- **NOT** have gone through an assessment through the quality assurance program where the outcome was a SCERP, terms limitations or restrictions imposed on their certificate or referral to the Inquiries Complaints and Reports Committee or its predecessor
- **NOT** have been the subject of charges or findings under the:
 - Criminal Code of Canada
 - Controlled Drugs and Substances Act
 - Health Insurance Act

Time Commitment of Committee Members

All committee members are expected to be available to participate in orientation and all scheduled committee meetings. The Examinations Committee will meet four (4) times a year for virtual meetings during the work week. Committee members will be compensated for any required preparation time prior to meetings. Meetings may require between 3 to 4 hours of preparation time.

Compensation

Members are compensated for the time that they spend attending meetings, preparing for meetings, and participating in activities related to their role. The current rate for meeting attendance is \$54/hour or \$379 for a full day. The current rate for meeting preparation is

\$52/hour. The College will also pay for eligible expenses where applicable. Detailed information can be found in the College's Honoraria and Expenses policy found in the [Governance Manual](#).

Terms of Office

Committee appointments are for one-year and renewable annually to a maximum of nine consecutive years.

How to Apply

If you are interested in this opportunity, please [submit an online application form](#) no later than **July 9, 2025**. The online application includes:

- Completing the Values, Behaviours and Competency Assessment
- Uploading a current resumé (file name: FirstName_LastName_CV)
- Uploading a cover letter that describes how you meet the qualifications of this position. (file name: FirstName_LastName_Coverletter)

Applicants may be asked to participate in a short virtual interview. Interviews will begin in late July early August.

We thank all applicants for their interest. However, only candidates selected for an interview will be contacted and invited to participate in the process of recruitment. If you have any questions please contact Caitlin O'Kelly, Governance Specialist at cokelly@collegept.org.

No phone calls or agencies, please.

College's Diversity Commitment

The College is committed to ensuring equity and diversity in employment. Our goal is to create a diverse, inclusive workforce that reflects the communities we serve and to ensure our services and communications are accessible to all individuals. The College welcomes the participation of both French and English-speaking committee members. Accommodation is available under the Ontario Human Rights Code.

College of Physiotherapists of Ontario

375 University Avenue, Suite 800, Toronto, Ontario M5G 2J5
416-591-3828 | 1-800-583-5885 | fax: 416-591-3834 | info@collegept.org
www.collegept.org